

## **WIDECOMBE PARISH COUNCIL**

Clerk – Mrs Suzanna Hughes LL.B (Hons)

16 Westwood Cleave, Ogwell, Newton Abbot, TQ12 6YE

Telephone: 01626 330311 Email: [suzanna.hughes21@gmail.com](mailto:suzanna.hughes21@gmail.com)

**To: Councillors J Bibby, D Edwards, Y Elliott, T Guest, C Partridge & S Raynor**

You are hereby summoned to attend the **ANNUAL MEETING OF THE PARISH COUNCIL** in Church House, Widecombe on **THURSDAY 2 MAY 2024 at 7.30pm.**

Suzanna Hughes

Clerk to the Parish Council

### **Agenda**

#### **1. ELECTION OF CHAIRMAN**

To elect a Chairman of the Council and, in accordance with Section 83(a) of the Local Government Act 1972, to receive their properly executed Declaration of Acceptance of Office

##### **• ELECTION OF VICE CHAIRMAN**

To elect a Vice Chairman of the Council and, in accordance with Section 83(a) of the Local Government Act 1972, to receive their properly executed Declaration of Acceptance of Office

##### **• RESIGNATION AND APOLOGIES FOR ABSENCE**

- To note the resignation of Cllr Zab
- To receive apologies for absence

#### **4. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

Members to be reminded of their responsibility to continually update their Notice of Registerable Interests and invited to state whether they have any interest in the items to be discussed during this meeting in accordance with the Council's Code of Conduct. Unforeseen requests for a Dispensation to be considered at this point only if there was no way a Councillor would have been aware of such before the meeting.

#### **5. OPEN FORUM**

Members of the public are invited to address the Council

#### **6. MINUTES**

To approve and sign the minutes of the Parish Council meeting held on 4 April 2024

#### **7. ROLES AND RESPONSIBILITIES**

To agree the roles and responsibilities of members

#### **8. REVIEW OF PARISH COUNCIL GOVERNANCE DOCUMENTS**

#### **9. REPORTS**

To receive the following reports:

- (a) County Councillor
- (b) District Councillors
- (c) DNPA Representatives
- (d) Police
- (e) Delegate Reports

## 10. PROJECTS & ESTATES

*(Cllrs Edwards, Partridge & Zab)*

- **Parish Field**
- To note the income and expenditure to date

(ii) Grazing – to note that the Chair has spoken to the pre-school and has asked that the sheep are not

petted by the children as they make their way to the pre-school area

## 11. PLANNING/LOCAL LIAISON

*(Cllrs Bibby, Raynor & Guest)*

### (a) **New planning applications/appeals:**

(i) [0131/24 – Higher Tor Farm, Poundsgate](#)

[0132/24 – Higher Tor Farm, Poundsgate](#)

Internal remodelling of existing farmhouse, replacement windows and replacement of existing corrugated metal cladding. Refurbishment of existing cottage. Internal alterations to existing barn to create private yoga studio. Ancillary works to existing garage to create plant room and store. Landscape enhancement.

(ii) [0150/24 – Southcombe House, Widecombe](#)

Retrospective erection of an ancillary building

(iii) [0142/24 – Springdown, Poundsgate](#)

Replacement of all rotting timber windows with Aluminium framed triple glazed units

### (b) **Planning Decisions/Withdrawals**

(i) 0084/24 – Widecombe Valley Campsite, Lower Southway Farm, Widecombe

Application for prior approval for a temporary recreational campsite Class BC Part 4 Schedule 2 of the Town and Country Planning (General Permitted Development) Order 2015 (as amended)

(Class BC – temporary recreational campsite – 20 tents and 2 small campervans\_

To note that DNPA has determined to refuse Prior Approval

## 12. FINANCE & GOVERNANCE

(Cllrs Bibby, Raynor & Guest)

### (a) Payments

To receive and approve payments for approval:

- Clerk's salary and disbursements – £277.37
- Lee Accounting (SW) Ltd (internal audit of accounts) – £108

### (b) Insurance renewal

To consider a quotation from Community First for 2024-25

### (c) Audit 2023/24

(i) To receive and note the year end bank reconciliation

(ii) To receive and note the internal auditor's report to agree that this Council is confident that the internal audit arrangements provided by Lee Accounting (South West) Ltd

provides excellent reassurance for the public that the financial systems are robust and fit for purpose and to continue with their appointment as the Internal Auditor to the Parish Council

(iii) To agree that this Council is exempt from a limited assurance review under s9 of the Local Audit

(Smaller Authorities) Regulations 2015 and to sign the Certificate of Exemption

(iv) To complete and approve Section 1 of the Annual Return (Annual Governance Statement 2023/24)

(v) To receive, approve and sign Section 2 of the Annual Return (Accounting Statements 2023/24)

### (d) Annual Parish Meeting – 22<sup>nd</sup> May 2024

To confirm arrangements

## 13. HIGHWAYS

(a) To report any new highways issues not already reported to DCC

**Potholes and other highways maintenance issues can be reported direct to DCC:**

Online: <https://www.devon.gov.uk/roadsandtransport/report-a-problem/>

Telephone: 0345 155 1004

Email: [customer@devon.gov.uk](mailto:customer@devon.gov.uk)

## 14. CORRESPONDENCE

Members to be informed of all relevant correspondence not otherwise dealt with on the agenda

- Update on the horse chestnut sapling

**15. MEMBERS' ITEMS FOR INFORMATION OR GENERAL DISCUSSION, FOR INCLUSION ON FUTURE AGENDAS AND/OR ITEMS REQUIRING URGENT ATTENTION**

*Members are reminded that they have not received the statutory notice of this business to be transacted and should therefore recognise that any decision made may be taken to be unlawful if challenged in the future*

**16. DATES OF NEXT MEETINGS**

- Annual Parish Meeting – 22<sup>nd</sup> May 2024 (Church House Widecombe)
- Parish Council Meeting – 6<sup>th</sup> June 2024 (Church House, Widecombe)